

COLUSA COUNTY CHILDREN AND FAMILIES COMMISSION

Minutes of Public Meeting

June 13, 2000

The meeting of the Colusa County Children and Families Commission was called to order at 1:45 p.m. in the Morse Conference Room at the Colusa Library, 738 Market Street, Colusa, California.

Commissioners Dolores Gomez, Nolan Gonzales, Barbara Hankins, and Christy Scofield were present, constituting a quorum.

Items discussed and actions taken in accordance with the publicly-posted agenda were as follows:

1. Approval of Minutes: May 12, 2000 Meeting

Commissioner Hankins moved to approve the minutes without correction; motion seconded by Commissioner Gomez. The motion was passed unanimously by voice vote (4/0).

2. Review Outstanding Invoices and Approve Payment of Expenses

An invoice and monthly status report was submitted by Social Entrepreneurs, Inc. for consulting services rendered in May and related expenses. The total invoice amount is \$4,781.77, consisting of \$4,320 in consulting fees and \$461.77 in expenses. Commissioner Gomez moved to approve payment of the invoice; motion seconded by Commissioner Hankins. The motion was passed unanimously by voice vote (4/0).

Discussion occurred over payment of a stipend to Advisory Council members who must incur child care costs to attend meetings. The intent is to remove the cost of child care as a barrier to having parents on the Advisory Council participate in the planning process. A motion was made by Commissioner Gomez and seconded by Commissioner Hankins to pay a stipend of \$20 per meeting to any Advisory Council member who indicates on the sign-in log that they need support for child care costs. The motion was passed unanimously by voice vote (4/0). SEI will pay the stipends and include the costs in the monthly invoices to the Commission.

The cost of providing meals at the Advisory Council meetings was discussed. Commissioner Gonzales said that the Colusa Indian Community Council donated the dinner for the first Advisory Council meeting. Thanks were given to the Colusa Indian Community Council for their generous support. Mike Smith indicated that the estimate from The Refuge was a cost of \$210 to provide dinner for the next meeting. A motion was made by Commissioner Gonzales and seconded by Commissioner Scofield to authorize up to \$230 for meal costs at the next Advisory Council meeting, such costs to be paid by SEI and included in the monthly invoice to the Commission for reimbursement. The motion was passed unanimously by voice vote (4/0).

Commissioner Scofield indicated that \$23,008 was deposited in the county's Children and Families First Trust Fund in May.

3. Provisions of the local ordinance that guides the Commission

A question was raised whether openings on the Commission need to be advertised. Based on the language of the ordinance, only the two positions that are open to the community should need to be advertised. The other three positions are pre-defined appointments of one member of the Board of Supervisors, one appointee by the Director of the County Department of Health and Human Services, and one appointee by the Superintendent of Schools.

It was noted that the Commission needs to develop a timeline for reviewing vacancies and having people appointed or reappointed annually as terms expire.

Commissioner Hankins noted that she has resigned her position in the Office of Education in order to be a full-time school nurse. She will check with Kay Spurgeon to confirm that she will still be able to serve on the Commission as the Superintendent of Schools designee.

Another question was raised regarding the legally-mandated size and composition of the Commission. The answer was that the Commission must have at least 5 but not more than 9 members. Further, State law establishes the following requirements for the membership of a County Commission:

- Two members of the Commission shall be from among the county health officer and persons responsible for management of the following county functions: children's services, public health services, behavioral health services, social services, and tobacco and other substance abuse prevention and treatment services.
- One member of the Commission shall be a member of the Board of Supervisors.
- The remaining members of the Commission can be any combination of additional county managers filling the functions described under the first bullet above and persons from the following categories: recipients of project services included in the county strategic plan adopted by the Commission; educators specializing in early childhood development; representatives of a local child care resource or referral agency, or a local child care coordinating group; representatives of a local organization for prevention or early intervention for families at risk; representatives of community-based organizations that have the goal of promoting nurturing and early childhood development; representatives of local school districts; and representatives of local medical, pediatric, or obstetric associations or societies.

4. Report on state-level issues and events

Reports and discussions occurred on a number of state-level issues and events:

- The report from the May meeting of the State Commission was reviewed. It was noted that there is still an opening on the state Diversity Committee for a Native American representative.
- The Association of County Commission Executives is continuing to form. The Association will include rural, suburban and urban caucuses. The rural caucus will give Colusa County a chance to directly interact with other counties that have similar issues and funding levels. The cost of membership would be \$100 per year for Colusa County. The Commission indicated that Mike Smith can continue to represent the county in this forum until other staff are hired. The Commission also expressed strong support for the formation of the Association and on-going participation by Colusa County.
- The status of AB 1910 was reviewed. The bill is now in front of the State Senate and is looking more likely that it will be passed. The current language of the bill is ambiguous regarding who makes the election of the legal status of the Commission – the Commission or

the Board of Supervisors. The commissioners expressed a desire to clarify the language to allow the Commission to make this election. A concern was raised that County Commissions in general could get charged for administrative/overhead costs for services they are not using if structured as a county agency. The general direction planned for Colusa County is for the Commission to be a free-standing public entity. This will require an amendment to the local ordinance.

- AB 25 was discussed. This is a bill that seeks to change the entry date into 1st grade, mandate kindergarten and expand kindergarten readiness efforts. It also contains language to put local political pressure on County Children and Families Commissions to spend a higher percentage of their funds on pre-schools and other pre-kindergarten learning programs. The Commissioners indicated their strong opposition to the provisions that relate to the Children and Families Commissions because (1) the provisions create adversarial situations, (2) it sets a bad precedent in trying to force Commissions to fund things that the State Legislature wants to support (and should be paying for), (3) it takes kindergarten readiness out of context of the whole countywide picture and plan for the prenatal to age 5 range, and (4) it violates the Proposition 10 goal of community input.
- A statewide conference will be held in Davis on July 27 & 28. Each county can send up to three representatives. Commissioner Scofield indicated that she would attend; other representatives from Colusa will be sought. The registration deadline is July 7.
- A regional conference will be held on June 22 in Sacramento for the counties that are in the greater Sacramento area. Anyone who can go is encouraged to attend.

5. Status of Advisory Council formation and next steps

A brief overview was provided of the agenda for the June 13 evening meeting of the Advisory Council. Commissioner Scofield also noted that she gave a presentation at Rotary that went well. Several Commissioners indicated that they are getting requests for funding; the response to these requests is “we are not there yet” since the strategic plan must be finished before any funds can be distributed.

6. Approach to meeting the on-going staffing needs of the Commission

Potential office locations were discussed. The best option appears to be the new Yuba College Career Resource Center in Williams. This site will be available by July 1. The Commission asked Charlette Lauppe to request a contract or proposal for office space that can be considered in the July Commission meeting.

In terms of staffing needs, a full-time position should be dedicated to the Commission and not shared due to a concern about having staff trying to serve too many constituencies at once during the critical formation period of the Commission. This is just the initial need and may change after a year or so based on the status of the Commission’s development.

Issues to be addressed when considering staff include:

- Job responsibilities must be clearly communicated.
- There is a great need for flexibility. Night meetings and travel are necessary; this is not an “8 –5” job.
- The Commission should not commit to the term of the position beyond one year. For example, a full-time position may not be necessary after the first year.
- Regarding access to clerical staff, the initial expectation is that staff will handle their own clerical needs to start.
- A key question is whether to hire a contractor or an employee to handle staff functions.

A discussion occurred regarding who should employ staff on behalf of the Commission. As an example, the new Coordinator position funded by the Small County Initiative grant is a contract position with the contract held by the County. It was noted that the County required a lot of insurance coverage, which dissuaded some people from applying. The Commission's existing MOU with the County leaves the door open to having the County either hold the contract (if a contract approach is selected) or employ staff for the Commission, but the Commission can also contract directly. The initial tendency of the Commission is to use a contract structure because it is more flexible.

As next steps, Mike Smith will provide information on staffing models being used by other County Commissions, and Commissioner Scofield will talk with County Personnel about the options.

7. Approach to allocating monies from the Children and Families First Trust Fund

This topic was carried over to the next meeting. Mike Smith will prepare examples and guidelines to help the Commission with formulating a fund allocation process.

8. Review process for the draft of the strategic plan components completed to date

Mike Smith asked the Commissioners to review the draft of the strategic plan segments completed so far and to be prepared to provide comments on the draft at the next meeting. The goal is to finalize the initial sections of the strategic plan in July.

9. Public Comment and Unscheduled Matters

No public comments were made.

10. Dates for Upcoming Meetings

The next regular Commission meeting will be held on Tuesday, July 11 at the Colusa Public Library, Morse Conference Room. The meeting time will be extended to four hours, from 1:00 – 5:00 p.m., to allow sufficient time for discussions on the fund allocation process, staffing approach and other important topics.

11. Adjournment

The meeting was adjourned at 4:05 p.m.

Minutes prepared by Mike Smith, consultant to the Commission.